

July 1, 2005

Ms. Andrea West, Director
Tasks Unlimited Building Services
3012 West 44th Street
Minneapolis, MN 55410

Re: *In the Matter of the Denial of the License of Tasks Unlimited
Building Services, Andrea West, Director, to Provide
Family Child Care*; OAH Docket No. 15-1800-16653-2

Dear Ms. West:

I have received the Commissioner's Motion for Summary Disposition. Pursuant to the rules of the Office of Administrative Hearings, you have **ten working days** from the day you received the motion to file your response to the motion.^[1] Since Ms. Morrisette failed to notify you of this time limit, I will give you ten days from receipt of this letter to respond. Thus I would expect a response to be mailed by **July 18, 2005**. If you do not intend to respond, please notify me.

I am enclosing a copy of *A Guide to Participating in Contested Case Proceedings*. Motions for Summary Disposition are described in greater detail beginning on page nine. The booklet and the Office of Administrative Hearings rules are also available on our website, www.oah.state.mn.us.

If I grant the motion, the hearing scheduled for July 26, 2005 will not be held; if it is denied, the hearing will be held. Also, it is possible that I will not be able to rule upon the motion prior to July 26th. In that event, the hearing may be rescheduled.

If you have questions about the procedures to be followed, you may call 612-341-7600 and ask to speak to one of the staff attorneys in the Administrative Law Division.

Sincerely,

/s/ Beverly Jones Heydinger
BEVERLY JONES HEYDINGER
Administrative Law Judge

BJH:mo
Enclosure

Telephone: (612) 341-7606

cc: Rebecca Morrisette (without enc.)

^[1] Minn. R. 1400.6700.